

**To:** Nye, Michael[nye.michael@epa.gov]; Garland, Jay[Garland.Jay@epa.gov]  
**Cc:** Morgan, Ardra[Morgan.Ardra@epa.gov]  
**From:** Autrey, Brad  
**Sent:** Fri 2/2/2018 8:09:05 PM  
**Subject:** RE: Information for you AWG Fact Sheet  
AWG WaterGen CRADA Factsheet v2.doc

Mike-

I went through your initial stab at the fact sheet and made some suggested edits in Track Changes. I think this is in good shape at this point. When you have time, look it over and let me know what you think.

-Brad

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Brad Autrey

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**From:** Nye, Michael

**Sent:** Thursday, January 25, 2018 6:14 PM

**To:** Autrey, Brad <Autrey.Brad@epa.gov>; Garland, Jay <Garland.Jay@epa.gov>

**Cc:** Morgan, Ardra <Morgan.Ardra@epa.gov>

**Subject:** RE: Information for you AWG Fact Sheet

Hows this for a start?

Michael B. Nye PhD

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**From:** Autrey, Brad

**Sent:** Thursday, January 25, 2018 10:16 AM

**To:** Garland, Jay <[Garland.Jay@epa.gov](mailto:Garland.Jay@epa.gov)>; Nye, Michael <[nye.michael@epa.gov](mailto:nye.michael@epa.gov)>

**Subject:** Information for you AWG Fact Sheet

Jay-

Here is some info on fact sheets.

- The main ORD guidance page is here:

<https://intranet.ord.epa.gov/communications/fact-sheets>

- The attachment is one of the three templates.

- As you noted on the phone, the guidance is a little short on details, but the main ideas are:

- o keep it simple,
- o no more than two pages, and

- o pictures are nice.

- Here are a few examples of solid fact sheets:

- o [https://www.epa.gov/sites/production/files/2017-12/documents/village\\_blue\\_fact\\_sheet\\_14dec17.pdf](https://www.epa.gov/sites/production/files/2017-12/documents/village_blue_fact_sheet_14dec17.pdf)

- o [https://www.epa.gov/sites/production/files/2015-08/documents/sswr\\_factsheet\\_2015\\_final\\_8-21-15.pdf](https://www.epa.gov/sites/production/files/2015-08/documents/sswr_factsheet_2015_final_8-21-15.pdf)

- o [https://www.epa.gov/sites/production/files/2016-08/documents/scienceinaction\\_small\\_systems\\_final-508.pdf](https://www.epa.gov/sites/production/files/2016-08/documents/scienceinaction_small_systems_final-508.pdf)

- If you'd like, I can help you develop your AWG fact sheet. Just let me know.

-Brad

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